

Board Action Log

Agenda item	Action	Actioned by	When	Progress
28 September 2015				
9.5 Minutes of the previous meeting	The Board further discussed accountability for delivery of the plan and was advised that the directorate teams were accountable to the Clinical Director and through the performance review process. The Board would discuss accountability at a future Board Seminar'.	Director of Corporate Affairs	January 2015	Part of Well-Led discussion at Board Seminar 18 th January, from which a summary and Board development plan will be drafted
4 November 2015				
11.2 Patient Story – Fractured Neck of Femur Service	It was agreed that investment in the ortho-geriatric service would be reviewed and managed through the business planning process. The Chairman asked for a progress update to the Board in 3 months' time.	Medical Director & Director of Corporate Affairs	March 2015	Update in March
30 November 2015				
11.29 Chief Executive's Report	The Board discussed the apparent recent increase in mortality as measured by the Summary Hospital-Level Mortality Indicator (SHMI) and the Chief Executive noted that a case notes review was being undertaken as discussed at the Quality and Risk Committee and which would be reported to its next meeting. The Chief Executive further advised that the latest SHMI data would be received shortly, which would provide further trend data	Deputy Medical Director	January 2016	Trust Mortality Review Group (TMRG) has reviewed rolling SHMI data and performance has plateaued, Case note review is being undertaken and will report to Quality and Risk Committee in February
11.30 Board Performance Dashboard	The Chief Executive further advised that the Emergency Care Intensive Support Team (ECIST) would welcome the opportunity to talk to the Board and it was agreed that this would be scheduled.	Director of Corporate Affairs	January 2016	Agenda item.
11.32 Safer Nursing and Midwifery Staffing	The Board discussed the number of leavers and the Chief Nurse agreed to report to a future Board meeting on the analysis being undertaken.	Chief Nurse	December 2015	Data from leavers is being reviewed and will be reported to the Finance, People and Performance Committee (FPPC) in February
11.32 Safer Nursing and Midwifery	The Board further discussed workforce planning for nurses, midwives and other staff and agreed that a	Deputy Chief Executive	March 2015	This will be incorporated in the Board Seminar programme

Staffing	report on workforce modernisation would be submitted to the Board in the New Year			(date to be confirmed)
11.36 Board Assurance Framework	The Board discussed the BAF and agreed that the definition of the risks should be reviewed and sharpened to ensure that they fully reflected the priorities and risks agreed by the Board and defined in the Turnaround Programme.	Director of Corporate Affairs	January 2016	Agenda item. February Board Committees and March Board
11.38 Reports from Board Committees and Programme Boards	The Board noted the report from the Quality and Risk Committee and agreed that the roles of the Board Committees would be reviewed to ensure an appropriate balance in the business of the Committees	Chairman and Director of Corporate Affairs	January 2016	Part of Well-Led discussion at Board Seminar 18th January
21 December 2015				
12.6 Chief Executive's Report	The Board also discussed the national productivity review and it was agreed that the findings of the review, in respect of the Trust, would be circulated to the Board.	Chief Financial Officer	December 2015	Completed
12.7 Board Performance Dashboard	The Board discussed ways of streamlining patient pathways and the Chief Operating Officer advised that the redesign of patient pathways would be undertaken in key clinical pathways and would include quicker access to diagnostic tests. The Board would receive an update on this work in 4 to 6 months.	Chief Operating Officer	May 2016	Agenda item May 2016
12.10 Safeguarding Children Annual Report	The Board expressed its concern at the level of safeguarding children training, agreed the need to ensure better compliance and requested a report to the next Board meeting on how this would be achieved.	Chief Nurse	January 2016	Following the last Board meeting: 1. The Nurse Consultant has advised teams that she will provide training through team meetings in addition to the planned training sessions which are sufficient to meet the target. 2. The Chief Nurse has also escalated safeguarding

				<p>children training through the Nursing and Midwifery Management Board (NMMB).</p> <p>3. Directorate-level information will be provided by the Learning and Development Team to target improvement in performance which will be monitored through the 'RAGE' (training) reports and monitored by the NMMB.</p> <p>4. The external review of children's safeguarding includes a specific focus on training (the final review is now expected to be received by the formal board in March)</p>
12.12 TDA Self-Certification	The Board discussed how it could be assured of the evidence to support the declaration and it was agreed that this would be discussed with the Chairman.	Chairman & Director of Corporate Affairs	January 2016	Chairman and Director of Corporate Affairs have discussed and agreed that a report on the evidence which supports the self-certification will be reported to FPPC in February
12.13 3Ts Programme Board	Non-Executive Directors expressed concerns about the quality of signage on the RSCH site, and the Director of 3Ts advised that this was being reviewed with Facilities and Estates and it was agreed that signage was poor and would be addressed in each stage of the programme.	Chief Financial Officer	January 2016	Walk-rounds undertaken by EDs, NEDs and patient representatives on 18 th January, following which prioritised action plan will be developed